

## Frederick County Commission For Women

Winchester Hall, 12 East Church Street

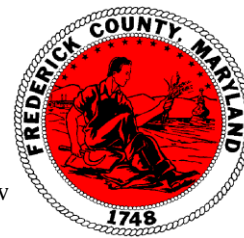
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### Monthly Meeting Minutes

7:00pm

March 12, 2013

Winchester Hall, 3<sup>rd</sup> Floor

#### COMMISSIONERS

**Sharon Dobson**

*President*

**Cher Woehl**

*Vice President*

**Valerie Dougherty**

*Treasurer*

**Tish Honse**

*Recorder*

**Linda Roth**

*Member-At-Large*

Natalie Abbas

Jennifer

Charlton-Shuldes

Christine Ferguson

Diana Halleman

Hebba Hassanein

Susan Mender

Cynthia Miller

Veralynn Morris

Olga Hernandez-Smith

Shellome Walters

*The Commission for*

*Women meets the*

*second Tuesday of every*

*month (except July) at*

*7:00pm. Public is*

*invited.*

The Commission for

Women is a program of

the Frederick County

Government

**Commissioners Present:** Sharon Dobson, Valerie Dougherty, Cher Woehl, Tish Honse, Natalie Abbas, Jennifer Charlton-Shuldes, Christine Ferguson, Hebba Hassanein, Susan Mender, Cynthia Miller, Olga Hernandez-Smith, Veralynn Morris

**Absent Commissioners:** Diana Halleman, Shallome Walters, Linda Roth

**Guests:** Heatherly Hodges (Mental Health Association of Frederick County), Debbie Coffman, Terry Smith (Volunteer), Marcela Perez, Pat Rosensteel, Sheri Fabio, Connie Harris (Intern)

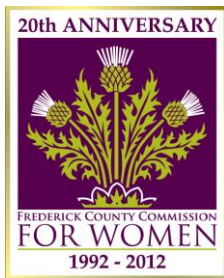
#### I. President's Report and Announcements

- a. The meeting was called to order at 7:03 p.m.
- b. Guests were introduced
- c. February 12, 2013 Meeting Minutes. Commissioner Woehl moved Commissioner Morris seconded that minutes be approved with one change – Commissioner Woehl listed as absent, but had attended. Motion passed with one abstention.
- d. Speaker – Heatherly Hodges gave a presentation about the Mental Health Association of Frederick County. She provided handouts. After a Q&A period, we agreed to share information through our Facebook page.
- e. Announcements:
  - i. The rack cards have been reprinted as well as generic business cards.
  - ii. The FCCFW received a thank you card from Commissioner Shreve for the annual report
  - iii. President Dobson announced that the Celebration of Human Rights Achievement Dinner will be on April 15, 2013. Anyone interested in attending should contact her.
  - iv. There is a Call for Nominations by FMH for the Good Samaritan of the Year. President Dobson can provide nomination forms.
  - v. ARC fundraiser is on March 15
  - vi. Hood College is having a networking opportunity on April 4 from 5:30 to 7:30. Commissioner Dougherty gave an overview of a prior event
  - vii. The FMH Health Fair is on May 18 from 10:00 to 3:00

***Our Mission: To create a stronger community by addressing challenges and fostering unlimited opportunities for all women.***

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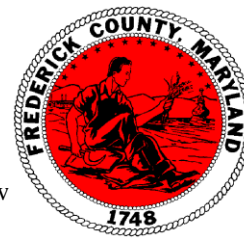
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viii. President Dobson informed the group that there are 30-40 commissions and advisory boards in the county and that there may be a Proclamation Day for all commissions and boards.

f. Calendar of Events: President Dobson thanked Viv Wayne for help with the calendar. Any updates should be sent to Connie Harris with a copy to President Dobson.

II. **Financial Report:** Commissioner Dougherty provided the financial report. Central Hispano requested a donation. Commissioner Ferguson clarified that it was not a donation, but a sponsorship. FCCFW will sponsor the printing of tickets and our name will be on the tickets. Commissioner Ferguson will check and let the group know the cost of the printing. At that time, there will be an email vote. There was a discussion regarding requests for funds that come from local organizations. It was suggested that there be an application process. The financial ad hoc committee will discuss.

### III. Committee/Liaison Reports:

- a. **Legislative** – Commissioners Honse and Hassanein reported on the Maryland Sick Leave Act. The group decided to table the discussion until next month. The Legislative Committee will provide more information on pros and cons of the bill.
- b. **Marketing** – Commissioner Miller reported that the committee is working on a press kit for the Maryland Women's Conference. She provided a mock-up for review.
- c. **Outreach** - Commissioner Hernandez-Smith reported on an invitation to attend Fort Detrick's Women's History Month observance on March 20. If interested, please contact Commissioner Hernandez-Smith.
- d. **Recruitment** – Commissioner Mender reported that they are looking for an intern for the Fall.

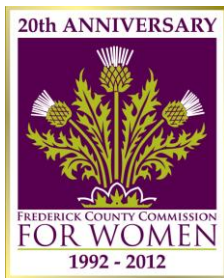
### IV. Old Business:

- a. Leadership Alliance Dinner – Commissioner Dobson and Ferguson reported that there are 49 registrations. All were asked to register and to promote the event. There is a need for volunteers at the registration desk. Commissioners Woehl and Hernandez-Smith volunteered.
- b. Maryland Women's Conference – Commissioner Dobson reported that the contract was signed and delivered to the hotel. A draft budget is complete. The event will be held on October 26, 2013.
- c. By-law Revisions – Commissioner Dobson provided clarification of timing of election of officers. A call for nominations is taken at the March meeting and election is in April. Current offices will expire on June 30, 2013.

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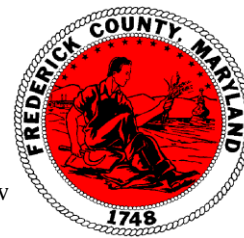
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### V.

#### New Business:

- a. Commissioner Duties - There was a lengthy discussion on a need for processes and procedures regarding Commissioner duties and conduct. Commissioner Dougherty made a motion to amend the handbook so that it better addresses violations to the code of ethics. The motion: Amend Item 17 to read "to agree that I may be removed from the Commission if I am found to be in violation of the Frederick County Commission for Women by-laws, the Code of Ethics of the handbook and/or the Frederick County Ethics Ordinance." . Commissioner Charlton-Shuldes seconded the motion. Vote count – 8 yes, 2 no, 2 abstain. It was decided that this terminology would fit better under item 15 as letter f
- b. Processes and Procedures. There was a discussion on the need for processes and procedures. Commissioners Woehl, Honse, Charlton and Abbas volunteered to draft them for the Commission.
- c. Call for Nominations: President - Commissioner Hessanein nominated Sharon Dobson. Commissioner Charlton Shuldes nominate Christine Ferguson. Commissioner Ferguson declined. Vice President – Commissioner Dougherty nominated Linda Roth. Recorder – Commissioner Dobson nominated Tish Honse. Commissioner Honse nominated Diana Halleman. Treasurer – Commissioner Ferguson nominated Valerie Dougherty. There will be an opportunity for additional nominations at the April meeting.

### VI.

**Adjournment:** Commissioner Ferguson moved and Commissioner Mender seconded that the meeting be adjourned. Motion passed by unanimous vote. Meeting adjourned at 9:08 p.m. The next public meeting will be Tuesday, April 9, 2013.

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